



Archivists' Toolkit: Issues in Implementation

GIL Users Group Meeting

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Presenters

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- Background
- System requirements
- Features and outputs
- Basic components
- Accession function
- Description function
- Conclusion



Background

- What is the Archivists' Toolkit (AT)?
 - Open source database that supports description and management of archival materials.
 - AT is customizable to local work settings.
 - AT can be implemented as a stand-alone desktop application, a multi-user networked application, or a multi-repository networked application.



Background

- AT history
 - Mellon Foundation grant
 - Project Team and Advisory Board
 - Project Partners
 - Beta testing
 - Phase 2



- Background
 - Georgia Tech's experience as a beta test site.
 - Testing took place August-November 2006
 - Weekly assignments
 - Communication with the AT Design Team



Weekly assignments

Microsoft Excel - GTArchives_week3_BETatest-assignments-08212006.xls

File Edit View Insert Format Tools Data Window Help Adobe PDF

Type a question for help

Reply with Changes... End Review...

D15

Module	Function	Week	Tested by rep	Version	Date tested	Functioning T/F	Note
Task 1	Create 15 accessions records with names, subjects, and locations	21-Aug	GT-Archives	0.6.4	8/22/2006	T	
Task 2	Edit 2 of the accession records created	21-Aug	GT-Archives	0.6.4	8/22/2006	T	
Task 3	Delete 1 of the accession records	21-Aug	GT-Archives	0.6.4	8/23/2006	T	
Task 4	Create 5 deaccession records	21-Aug	GT-Archives	0.6.4	8/23/2006	T	
Task 5	Edit 2 of the deaccession records	21-Aug	GT-Archives	0.6.4	8/23/2006	T	
Task 6	Delete 1 of the deaccession records	21-Aug	GT-Archives	0.6.4	8/23/2006	T	
Impressions of / Comments about the application:							
Task 1	unable to enter dates, according to manual, in the the Collection Information tabs; need to update manual						
Task 1	Resource type in Collection Information tab cannot be customized; need Chapter 14 added to web site						
Task 4	have the ability to customize deaccession date						
Task 1	would be nice to have a general note field in the Basic Info tab						
Task 1-6	AT was very slow						
Task 1-6	add minimize button						
Impressions of / Comments about the documentation:							
Task 1	unable to enter dates, according to manual, in the the Collection Information tabs; need to update manual						
Task 1	need more clarification on best way to enter accession number; multiple data entry boxes are confusing.						

assignments / report / calculationSheet /

Ready

start

Archivists' Toolkit - 1....

Archivists' Toolkit Proj...

S:\Archives\JLT\AT

AT_UGA.ppt

Microsoft Excel - GTA...

3:13 PM
Sunday
3/4/2007



Who were the beta testers?

- American Museum of Natural History
- Arizona State University
- Bates College
- Brooklyn Museum of Art
- Center for Jewish History
- Das Bundesarchiv
- Georgia Tech
- Getty Research Institute
- Harvard University
- Mount Holyoke College
- Nationaal Archief
- New York University
- Northern Arizona University
- Princeton University
- Scripps Institution of Oceanography
- University of California San Diego
- University of Massachusetts Amherst
- University of Michigan
- University of Texas



- Features

- Recording accessions
- Tracking sources and donors
- Describing archival resources and digital objects
- Ingesting legacy data in standardized formats
- Interface customization

- Outputs

- EAD finding aid
- Accession container list
- Accession report
- Locations
- Restrictions list
- Creators
- Subject records



System requirements

- PC
 - Operating System: Windows XP and Linux
 - Java 5 JRE or JDK
 - System memory (RAM): 512MB
 - Hard disk: 100MB free space
 - Screen: 1024x768
- Mac
 - Operating System: Mac OS X 10.4.5
 - Java 5 JRE or JDK
 - CPU: G4 1.2 Ghz
 - Hard disk: 100MB free space
 - Screen: 1024x768
- Linux



Basic components

- Interface
- Sort and filter
- Search
- Administration features



Why implement AT

- Developed by archivists
- Promotes efficiency and standardization
- Supports outputs: EAD 2002, MARC XML
- Serves as master version of finding aid
- Improves description workflow
- Decreases need for training in XML and encoding
- Customizable
- Manage users



Thank you.

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